



Minimum Standards for Developing Community Wildfire Protection Plans

The following are updated minimum standards and guidelines for developing Community Wildfire Protection Plans (CWPPs), as originally directed per Colorado Senate Bill 09-001.

I. Plan Participants

- A. Planning involves a core team that includes a representative from the local government, the local fire authority, and the Colorado State Forest Service (CSFS). These representatives must agree that the CWPP is viable, complete, and realistic in terms of risk reduction and implementation. Each of these representatives possesses signatory authority for the plan.
- B. Additional participants should include community members and local, state, and federal organizations and land management agencies, or their chosen representatives.
- C. The plan must exhibit diverse collaboration with emphasis on involvement of community members/representatives.
 - Community involvement and participation can be documented through meeting minutes, meeting rosters, or community surveys that clearly document meeting results including participant's name and affiliation. Tracking techniques vary, but providing evidence of a collaborative process is essential.

II. Plan Components

- A. CWPPs must include:
 - A definition of the selected planning area outlined on a map with an accompanying narrative. Delineate wildland-urban interface (WUI) areas within the chosen boundary.
 - Identification of adjacent landowners (land that touches the community's external boundary)
 - A community wildfire risk analysis that considers (at minimum) fuel hazards, fire history, common structure vulnerability characteristics, and community values to be protected (e.g., watershed, infrastructure, recreation features, wildlife habitat). Consider recent wildfire impacts in this discussion.
 - Recommended methods to reduce structural ignitability
 - An implementation plan that includes:
 - Identification of wildfire risk reduction projects and activities (e.g., fuels reduction treatments, education campaigns, community demonstration site development)
 - Hazardous fuels reduction treatment projects must include treatment types (e.g., thinning, fuel break, prescribed burning) and methods (mastication, hand crew thin and pile, timber harvest) on federal and non-federal land as applicable within the planning area.

- A project area map that illustrates all proposed treatments
 - A narrative and table that details the relative priority of each project and recommends an agency, group, or other entity as an implementation leader
- B. CWPPs should include:
- Locally appropriate emergency notification resources
 - Evacuation information
 - Socially vulnerable population considerations (e.g., elderly, disabled, or alternate language)
 - Commitment for revision, preferably 5 years
- C. CWPPs may include:
- Post-fire considerations (e.g., flood hazard analysis, infrastructure concerns)
 - Integrated Federal Emergency Management Agency (FEMA) Hazard Mitigation Plan elements

III. Level of Specificity

- A. A CWPP may be developed for any level of community (e.g., homeowners' association, mountain town, fire protection district, or county). Large-scale plans (e.g., county or fire protection district) must contain an appendix listing all communities within the planning area.
- B. In order to qualify as an approved CWPP, large-scale plans must identify landscape-scale fuels treatment projects (e.g., fuel breaks and cross-boundary treatment opportunities) for the highest risk communities within the project area. Include a map(s) that details project locations and approximates project boundaries.
- C. While county-level plans may be used as umbrella plans for smaller communities, each community should develop an effectively scaled CWPP that supports their needs.
- D. Communities represented in a large-scale plan that wish to receive credit for having an approved CWPP must:
- Identify and prioritize risk reduction activities unique to their subset community boundary
 - Treatments should be supported by stakeholders, including representatives from the community (e.g., homeowners' association board, Firewise USA® Committee, city council).
 - Develop an implementation plan specific to that community
 - Include information in the plan at a level of specificity appropriate for the size of the community being addressed †
- E. The resulting document must be implementable, which means adequate detail about project-level design, layout, and execution is provided to allow work to begin, and the plan is supported by those who will put it into action.

IV. Approved CWPP

- A. The Colorado State Forest Service will only accept CWPPs that contain the signatures of all core team members, including local fire department(s), local government(s), and a CSFS Supervisory Forester. Please note that CSFS personnel are **not** permitted to sign plans that do not clearly meet CWPP minimum standards.
- B. After an approved CWPP has been submitted to the CSFS State Office, it will be posted on the CSFS website unless otherwise instructed.

V. Plan Lifetime & Update Process

- A. In order to serve their intended purpose and remain useful, CWPPs must be updated on a regular basis. Plans should be updated every 5 years, at minimum. CWPPs greater than 10 years old are outdated and will not be prioritized when considered for competitive funding opportunities.
- B. Updates may either be a preface to a previously approved plan or a new document with updates integrated into an existing plan.
- C. CWPP updates must:
 - Describe progress made and list all accomplishments since plan creation or last revision
 - Address demographic changes (e.g., population flux, new housing development, infrastructure)
 - Identify new risks that may have developed
 - An updated community risk analysis is encouraged, at least for plans aged 5 years or more.
 - List new risk reduction projects in a prioritized fashion
 - Maps must accompany proposed fuels treatments.
- D. Suggested update process:
 - Review existing CWPP
 - Engage stakeholders that have a vested interest in the plan (e.g., federal, state, tribal, emergency management, political subdivision)
 - Host collaborative meetings
 - Document completed projects and demographic and landscape changes
 - Develop updated wildfire risk reduction priorities
 - Update maps
 - Distribute updated drafts to key stakeholders for review and input prior to final approval
 - Finalize with core team signatures and submit to CSFS State Office